



UNITED STATES MARINE CORPS
MARINE FIGHTER ATTACK TRAINING SQUADRON 501
MARINE AIRCRAFT GROUP 31, 2D MARINE AIRCRAFT WING
1005 NOMAD WAY, BLDG 1312
EGLIN AFB, FLORIDA 32542

IN REPLY REFER TO:

Pol ltr 1-11
FRO

POLICY LETTER 1-11

From: Commanding Officer
To: Distribution List

Subj: FAMILY READINESS CRISIS COMMUNICATIONS

Ref: (a) MCO 1754.9

1. Purpose. My intent is to provide timely and accurate communication to the Marines, spouses, and family members. The FRO should proactively seek guidance from myself or my designated representative before sending any communications during or following a crisis situation.

2. Information. Reference (a), the Unit, Personal and Family Readiness Program (UPFRP), directs the establishment of policy at the unit level by which information is disseminated to the Marines, Marines spouses and designated parents/extended family members in the event of the crisis. Examples of the crisis or perceived crisis for the UPFRP purpose include an entire unit family being killed in a car accident, a base closure due to an impending hurricane or other weather phenomena, or a helicopter crash in the country/vicinity of a deployed unit.

a. Information disseminated by Marine Fighter Attack Training Squadron 501 personnel will not interfere with or precede the Marine Corps policy for casualty notification. The Family Readiness Officer (FRO) has no role in the casualty notification process; therefore, any unsolicited communication from the FRO, deemed necessary by the commander, shall be passed through the Casualty Assistance Calls Officer.

b. Each crisis occurrence will dictate the method of communicating and will not necessarily be the same. I, or my representative, will advise the FRO on which part of the Organizational Communications System to use and I will normally personally approve the content of the communication. Options available include one of a combination of the method listed below:

- (1) Marine Online
- (2) Unit Website
- (3) Newsletter
- (4) Email
- (5) Word of mouth

J. B. WELLONS

Distribution List: A